



**MINUTES OF THE SPECIAL SESSION CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF MEADOWS PLACE, TEXAS HELD ON SATURDAY, JULY 25, 2020 AT 9:30 A.M., AT MEADOWS PLACE TRAINING CENTER, 11975 W SIRPORT BLVD., MEADOWS PLACE, TEXAS 77477.**

**A. Call to Order and Announce a Quorum is Present**

The meeting was called to order by Mayor, Charles D. Jessup IV, at 9:32 A.M. with the following present:

Mayor, Charles D. Jessup, IV  
Alderman, John Isbell  
Alderman, Kurt Kopczynski  
Nick Haby, City Administrator

Mayor Pro-Tem, Rick J. Staigle  
Alderman, Steven H. Bezner  
Alderman, Kelle K. Mills  
City Secretary, Courtney Rutherford

Staff in attendance: Anna-Maria Weston, Finance Director and Erik Tschanz, Public Works Director

**B. Review and discuss the proposed 2020-2021 Public Works Departmental budget.**

Public Works Director, Erik Tschanz, gave a detailed overview of proposed budget items for the Public Works Department.

Mr. Tschanz stated that he was requesting an increase for a full time irrigation position, a box trailer, and additional irrigation maintenance due to the new irrigation along Kirkwood.

There was discussion with Council regarding irrigation and outsourcing the work in place of hiring a full time employee. There was discussion regarding future projects and current budget.

**C. Review and discuss the proposed 2020-2021 Utility Departmental budget.**

Public Works Director, Erik Tschanz, gave a detailed overview of proposed budget items for the Utility Department.

There was discussion among Council and Mr. Tschanz regarding utility revenue and expenditure and a facilities review plan.

Council and staff discussed a possible rate change for water and sewer.

**D. Review and discuss the proposed 2020-2021 Sewer Departmental budget.**

Public Works Director, Erik Tschanz, gave a detailed overview of proposed budget items for the Sewer Department.

There was discussion among Council and Mr. Tschanz regarding sewer revenue and expenditure and maintenance of the facility.

**E. Review and discuss the proposed 2020-2021 Administration Departmental budget**

City Secretary, Courtney Rutherford, gave a detailed overview of proposed budget items for Administration.

There was brief discussion among Council and staff regarding a computer replacement plan and cloud storage of City records.

There was also discussion regarding some software upgrades for Incode and AVR. Council would also like to staff to look into online payments and registrations.

**F. Review and discuss the proposed 2020-2021 Municipal Court Departmental budget**

City Secretary, Courtney Rutherford, gave a detailed overview of proposed budget items for Municipal Court.

There was discussion regarding software upgrades for Incode.

**G. Review and discuss the proposed 2020-2021 City Council Departmental budget**

City Secretary, Courtney Rutherford, gave a detailed overview of proposed budget items for City Council.

**H. Review and discuss 2020-2021 Municipal Budget Tax Rate, Revenue and Expenditures projections.**

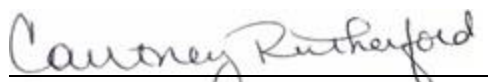
Council and staff briefly reviewed tax rate, revenue, and expenditures. Council agreed to meet again on August 11, 2020 at 6:00 p.m. and the Meadows Place Training Center.


**I. Adjourn**

There being no further business to discuss the meeting adjourned at 12:31 p.m.

**These minutes were approved by City Council on Tuesday, September 22, 2020.**

**ATTEST:**

  
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Courtney Rutherford, City Secretary

  
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Charles D. Jessup IV, Mayor

